

Dakota County 2017 Consolidated Annual Performance and Evaluation Report (CAPER)

July 2017 to June 2018

To be submitted to HUD
on September 28, 2018

Prepared by the Dakota
County CDA



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Dakota County is a grantee designated to receive federal funding through the U.S. Department of Housing and Urban Development (HUD) for the following entitlement programs: Community Development Block Grant (CDBG); HOME Investment Partnership (HOME); and Emergency Solutions Grant (ESG). Dakota County is designated as the lead agency for the Dakota County HOME Consortium, and assumes the role of monitoring and oversight of the HOME funds for the Consortium, which includes Anoka, Dakota, Ramsey, and Washington counties and the cities of Woodbury and Coon Rapids. As the grantee of CDBG funds, Dakota County directly works with the various municipalities (municipal subrecipients) within the County to provide access to this funding stream.

The Dakota County Community Development Agency (CDA) has administered these federal funds on behalf of Dakota County since the County became an entitlement jurisdiction in 1984. Each of the three entitlement programs has eligible activities in which the funds can be utilized. The CDA directly partners with the municipalities, consortium members, and the social services division of the County to implement the programs. The CDA is charged with ensuring the requirements are met and will continue to provide the administrative guardianship of all three programs through its agreement with the County.

Each grantee must prepare a Consolidated Plan and subsequent Annual Action Plans in order to receive this federal funding which helps further affordable housing and community development activities. As a follow up to these plans, each grantee must also prepare a Consolidated Annual Performance and Evaluation Report (CAPER) detailing the progress the grantee has made towards achieving the goals and meeting the objectives outlined in the Annual Action Plan. This CAPER covers the 2017 Action Plan, the third year of the approved 2015-2019 Consolidated Plan for Dakota County.

The 2015-2019 Consolidated Plan and the 2017 Action Plan identified objectives, priorities, strategies, and outcomes to achieve the housing and community development needs of the residents of Dakota County. The following chart lists the priorities for Dakota County for the Five-Year Consolidated Plan.

2015-2019 Consolidated Plan - Dakota County

Objective		Priority	Strategy	Outcome			
6	Support planning efforts that address the housing, community and economic development needs of Dakota County and continue to foster partnerships with community stakeholders.	1	Increase the affordable housing choices for low-and moderate-income households.	Homelessness	<ul style="list-style-type: none"> a. Support the implementation and operation of coordinated access entry sites for families, youth and singles b. Support housing stabilization initiatives for homeless populations c. Support the operation of emergency shelter facilities d. Create additional permanent supportive housing units e. Support creation or renovation of shelter facilities for homeless 	Planning and Administration a. Support all of the goals and strategies with planning and administration	<ul style="list-style-type: none"> • 100 Households provided Rapid Rehousing Assistance • 50 Homeless Prevention
			Affordable Rental Housing	<ul style="list-style-type: none"> a. Assist households to secure housing through new construction b. Improve energy efficiency of rental units c. Rehabilitate and preserve affordability in multifamily units d. Provide rental assistance to families and singles e. Support fair housing activities 	<ul style="list-style-type: none"> • 350 Rental Units constructed • 100 Rental Units rehabilitated • 60 Households Assisted with rental assistance 		
		2	Preserve and improve existing housing to maintain affordability.	Affordable Homeowner Housing	<ul style="list-style-type: none"> a. Assist households to become homeowners b. Increase supply of affordable homeowner housing c. Improve energy efficiency of owner-occupied housing units d. Rehabilitate and preserve affordability in single family units e. Provide homeowner counseling and short term assistance f. Support fair housing activities 		<ul style="list-style-type: none"> • 600 Homeowner Units rehabilitated • 500 Direct Financial Assistance to Homebuyers • 15 Homeowner Units (re)constructed
				Community Development	<ul style="list-style-type: none"> a. Assist in the development of centers and recreational parks b. Assist LMI homeowners with street assessments c. Assist LMI homeowners with water/sewer improvements d. Improve sidewalk accessibility and safety e. Beautification 		<ul style="list-style-type: none"> • 1,500 Persons benefited from public facility or infrastructure improvement
		3	Increase access and quality of living by providing public services and supporting public facilities.	Public Services	<ul style="list-style-type: none"> a. Support programs that fulfill basic needs (food and shelter) for people who are low-income and/or homeless b. Support programs for youth c. Support programs for seniors d. Support transportation services 		<ul style="list-style-type: none"> • 17,000 Persons benefited from public services
				Neighborhood Revitalization	<ul style="list-style-type: none"> a. Address vacant or substandard properties that may or may not be suitable for rehab b. Address water and sanitation hazards c. Address contamination clean up issues d. Historic Rehabilitation 		<ul style="list-style-type: none"> • 150 Households assisted • 5 Buildings demolished • 1 Historic Property Rehabilitation
		4	Support community development that revitalizes neighborhoods and removes safety and blight hazards.	Economic Development	<ul style="list-style-type: none"> a. Support work initiatives that assist residents to access living wage jobs b. Support initiatives that help low-income people gain work skills, jobs and employment history c. Support businesses to start up or expand d. Provide financial assistance to businesses 		<ul style="list-style-type: none"> • 5 Direct Financial Assistance to Businesses • 5 Façade treatment/business building rehabilitation

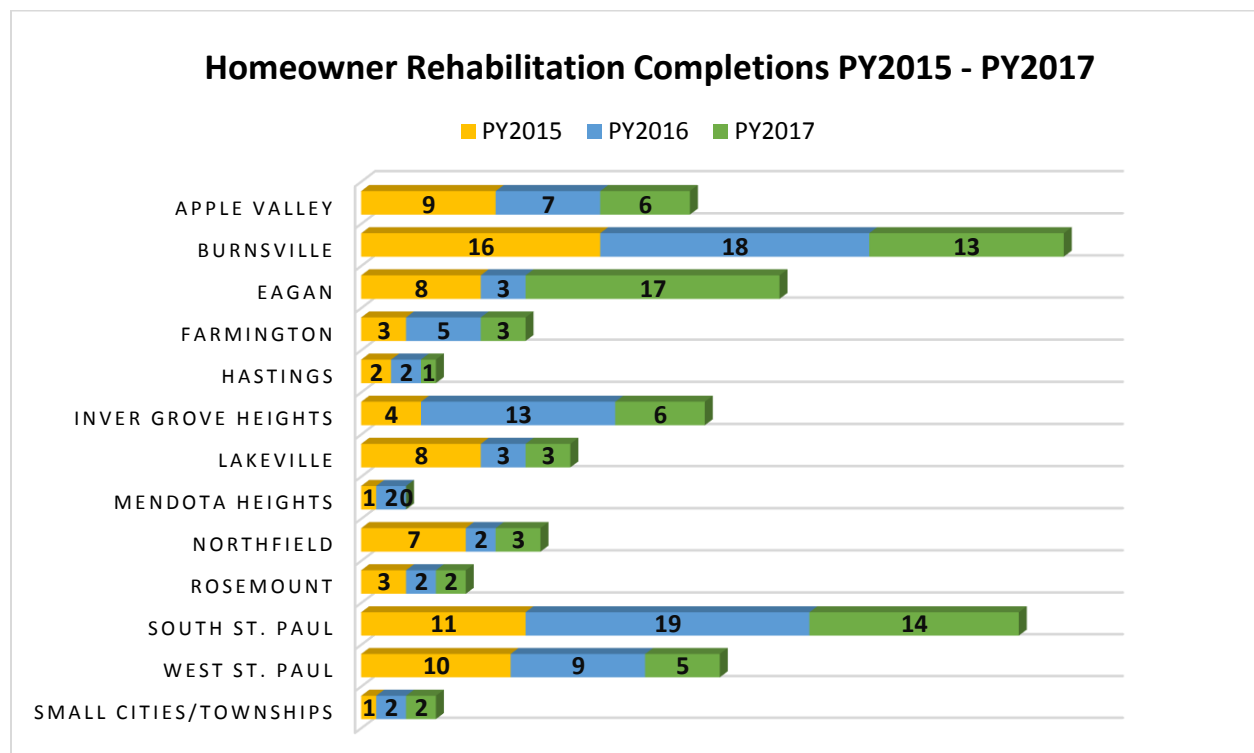
CDBG Program Highlights

Homeowner Rehabilitation

The CDA's primary method of maintaining existing affordable housing is through Homeowner Rehabilitation. Low-and moderate-income homeowners work with CDA Rehabilitation Specialists to determine the scope of work to be done and this work is then paid for with a zero percent interest, deferred loan administered by the CDA. Loans range from a minimum of \$15,000 to a maximum of \$25,000. In Program Year 2017, the CDA completed 72 homeowner rehabilitation loans. Sixty-eight (68) of these loans were funded with CDBG, three (3) were funded solely with local funds, and one was funded through the Minnesota Housing Finance Agency. Loans funded through MHFA carry a maximum of \$27,000. The City of Burnsville chooses to allocate a portion of its CDBG funding to a Remodel Grant program. This program provides grants to low-and moderate-income homeowners in the amount of \$4,500. In Program Year 2017, the CDA provided three (3) Remodel Grants to residents of Burnsville. The City of Northfield administers its own Homeowner Rehabilitation Program and completed three (3) Homeowner Rehabilitation projects in 2017. In total 75 Homeowner Rehabilitation projects were completed.



(Photos Courtesy of Dakota County CDA)



Public Services

The cities of Apple Valley, Burnsville, Eagan, Farmington, and Lakeville allocate a portion of their CDBG funds to Public Services. The services primarily include programming for Youth and Seniors. The City of Burnsville also allocates funding to an EMS Grant program that assists income-eligible households in paying for Emergency Medical Service costs. Burnsville also provides funding for a Community Support Worker to assist income-eligible households with referrals to services throughout the community. Additionally, Dakota County allocated funding to assist a local emergency shelter with operating costs in order to remain open through the winter. In Program Year 2017 these five (5) cities and the County combined to serve a total of 4,928 persons of which 97.9 percent were low- or moderate-income.

HOME Program Highlights

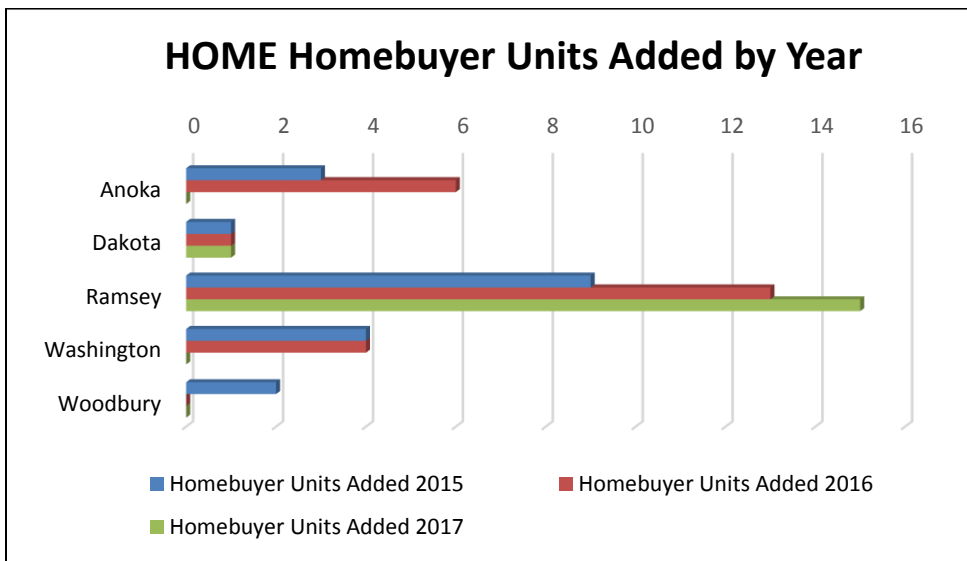
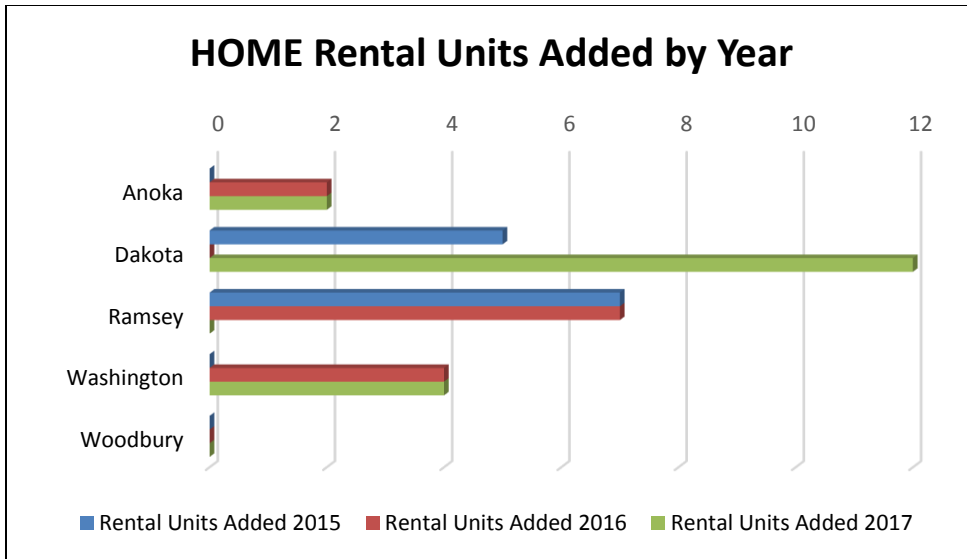
The CDA worked with the Community Action Partnership of Scott, Carver and Dakota Counties (SCDCAP) to acquire one half of a duplex (the other half was already owned by SCDCAP) and rehabilitate the entire building. Rehabilitation included new siding, windows, furnaces, driveways, flooring, tree removal, and stormwater drainage improvements. This project included eight HOME units.



(Photo Courtesy of Dakota County CDA)

HOME Consortium

The Dakota County HOME Consortium consists of the counties of Anoka, Dakota, Ramsey and Washington as well as the City of Woodbury. In Program Year 2017 the HOME Consortium added 16 units of Homeowner Housing and 18 units of Rental Housing. This was done primarily through Down Payment Assistance programs, new construction, and rehabilitation. Additionally, Anoka County administered a Tenant-Based Rental Assistance program that served 18 households in FY2017. Below is the breakdown of HOME Consortium members' completions for Program Years 2015 through 2017, the first three years of the Dakota County HOME Consortium Consolidated Plan.



Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source/ Amount	Indicator	Unit of Measure	Expected - Strategic Plan	Actual - Strategic Plan	Percent Complete	Expected - Program Year	Actual Program Year	Percent Complete
Affordable Housing	Affordable Homeowner Housing	CDBG/HOME /HOPE	Public Service Activities Other than Low/Moderate Income Housing Benefit	Persons Assisted	250	222	88.80%	50	57	114.00%
			Homeowner Housing Added	Household Housing Unit	50	37	74.00%	10	2	20.00%
			Homeowner Housing Rehabilitated	Household Housing Unit	600	244	40.67%	75	75	100.00%
			Direct Financial Assistance to Homebuyers	Households Assisted	352	215	61.08%	14	16	114.29%
	Affordable Rental Housing	CDBG/HOME /HOPE/LIHTC	Rental Units Constructed	Household Housing Unit	527	230	43.64%	105	115	109.52%
			Rental Units Rehabilitated	Household Housing Unit	198	162	81.82%	39	11	28.21%
			Tenant-Based Rental Assistance/Rapid Rehousing	Households Assisted	120	104	86.67%	24	18	75.00%
			Other	Other	2	0	0.00%			0.00%
	Homelessness	ESG/CoC/FH PAP	Tenant-Based Rental Assistance/Rapid Rehousing	Households Assisted	100	78	78.00%	20	36	180.00%
			Homelessness Prevention	Persons Assisted	50	0	0.00%	10	0	0.00%
Community Development	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	32086	6417.20 %	125	23823	19058.40 %
			Public Service Activities Other than Low/Moderate Income Housing Benefit	Persons Assisted	300	2517	839.00%	0	0	0.00%

Economic Development	Non-Housing Community Development	CDBG	Façade Treatment/business building rehabilitation	Business	5	3	60.00%	1	1	100.00%
			Businesses Assisted	Businesses Assisted	5	3	60.00%	1	1	100.00%
Neighborhood Revitalization	Non-Housing Community Development	CDBG	Rental Units Constructed	Household Housing Unit	0	0	0.00%	0	0	0.00%
	Non-Housing Community Development		Homeowner Housing Added	Household Housing Unit	0	0	0.00%	0	0	0.00%
	Non-Housing Community Development		Homeowner Housing Rehabilitated	Household Housing Unit	125	124	99.20%	30	58	193.33%
	Non-Housing Community Development		Buildings Demolished	Buildings	5	2	40.00%	2	0	0.00%
	Non-Housing Community Development		Other	Other	1	1	100.00%	0	0	0.00%
Planning and Administration	Affordable Housing, Public Housing, Homeless Non-Homeless Special Needs, Non-Housing Community Development	CDBG/HOME/ESG	Other	Other	10	7	70.00%	1	1	100.00%
Public Service	Non-Housing Community Development	CDBG	Public Service Activities Other than Low/Moderate Income Housing Benefit	Persons Assisted	17000	12550	73.82%	3400	4759	139.97%
			Homeless Person Overnight Shelter	Persons Assisted	125	169	135.20%	125	169	135.20%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

In Program Year 2017, Dakota County expended \$2,547,240.10 of CDBG funds. The funds were primarily spent on the Homeowner Rehab program, which provides zero percent, deferred loans between \$15,000 and \$25,000 to homeowners in the low- to moderate-income categories. In 2017, 75

homeowner rehab projects were completed, which is what was anticipated for the year. The Homeowner Rehab program used \$1,611,129.52 of CDBG funds for eligible activities.

Various cities throughout the Dakota County provide services to their residents. In Program Year 2017 a total of \$276,961.11 was expended to under Public Services to assist 4,928 persons, of which 97.99 percent were low-and moderate-income.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME	ESG
White	5,559	33	164
Black or African American	676	17	68
Asian	102	2	6
American Indian or American Native	105	0	6
Native Hawaiian or Other Pacific Islander	15	0	1
American Indian or Alaskan Native & White	18	0	0
Asian & White	14	0	0
Black or African American & White	97	0	0
Amer. Indian or Alaskan Native & Black or African Amer.	1	0	0
Other or Multi-Racial	351	0	24
Refused Identifying Information	7	0	7
Total	6,953	52	276
Hispanic	321	1	253
Not Hispanic	6,632	51	23

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The table above lists the numbers of beneficiaries by race and ethnicity assisted with HUD-Funded programs in 2017. The numbers above show households and individuals served through Housing and Non-Housing activities. CDBG includes Public Services, Public Facilities Improvements, Acquisition and Housing. HOME includes New Construction of Rental/Homebuyer Units, Acquisition/Rehabilitation, Down-Payment Assistance and Tenant Based Rental Assistance. ESG includes Rapid Re-housing and Emergency Shelter.

CR-15 - Resources and Investments 91.520(a)
Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	2,180,366	2,547,240
HOME	HOME	2,560,287	1,864,183
ESG	ESG	159,564	195,838
HOPWA	HOPWA	0	0
LIHTC	LIHTC	880,000	880,000
Public Housing Capital Fund	Public Housing Capital Fund	511,850	
Section 8	Section 8	18,231,108	18,550,543
Tax Increment Financing	Tax Increment Financing	0	0
Other	Other	400,000	214,895

Table 3 - Resources Made Available

Narrative

The table summarizes PY17 resources that were available to Dakota County for the year and the actual amount including program income from CDBG and HOME activities. Program income received from CDBG is generally from the Homeowner Rehab program, in which loans were paid off during FY2017. In FY2017 the Dakota County CDA received \$829,556 in program income for the CDBG program and \$487,927 for the HOME Consortium. Of the \$487,927 only \$51,277 was program income strictly for Dakota County. Program Income was included in the 2018 Action Plan as required by HUD.

The Other category includes CDA local funding, specifically HOPE funding, which accounted for \$400,000. This funding source was used to supplement the CDA’s Homeowner Rehabilitation program.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

Dakota County and its participating municipal subrecipients do not target the use of the federal funds to any one specific area within the County. Generally, funds are used to support programs that provide a benefit to all eligible residents county-wide rather than to areas of concentration. The municipal subrecipients may further refine the area to within city-limit boundaries for projects utilizing CDBG funding awards.

Dakota County’s status as an “Urban County” is supported by the municipalities of the County, particularly those communities that could qualify as entitlement jurisdictions individually. By remaining a collective whole, the County is able to receive more funding, reduce the administrative burden, and allow for program efficiencies. As a result, the municipalities are partners in implementing the CDBG program directly within their communities and 75 percent of the funds are set-aside for the municipalities.

For HOME funding, each member of the Consortium is awarded a percentage of the overall allocation based upon the share percentage determination HUD provides. Dakota County has not chosen to disperse HOME funding to specific geographies; rather it will wait to identify a HOME eligible project. The location of the project will be considered but other factors such as site control, project financing and feasibility, and project readiness will heavily dictate where the funds are utilized.

ESG funds used for tenant based rapid re-housing assistance allow each client to determine which community in which they prefer to live. In Program Year 2017 Dakota County implemented an Emergency Shelter that moved weekly based on site availability at churches throughout the County. ESG is not directed to any one community, but it must be used within Dakota County.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

CDBG

For CDBG, the homeowner rehab program leverages state funding to provide additional loan resources to homeowners to complete rehab projects on their home, primarily mobile homes. Additionally, there are other strategies that leverage private homeowner contributions such as the well sealing program and the abatement of street assessments. CDBG funded business loan activities require owner investment as well.

ESG

The ESG program requires a 1:1 dollar match. ESG utilizes CoC funds to meet the match requirement.

Local Funds

The First Time Homebuyer program leverages private investment with state and federal dollars, as well as the local HOPE Program, to provide down payment assistance in addition to the homebuyers' minimum \$1,000 investment towards the purchase of the home. Private investment and equity are the major funding sources when LIHTC are used to construct new rental housing. For match funds, the HOPE Program requires a 2:1 match of funds committed to a project.

HOME

HOME Program's 25 percent match on funds drawn is met by the various funding streams that may be combined in a rental development project or by donated time and money when working with Habitat for Humanity. Using the Neighborhood Stabilization Program (NSP) funds, Dakota County CDA acquired several foreclosed properties during the economic downturn. The existing homes were in unfavorable conditions and were demolished to remove the safety and blight hazards they posed. A handful of these land bank lots were sold to Community Housing Development Organizations (CHDO) and non-CHDO organizations to develop affordable housing options for homeowners. It is likely this type of partnership will continue with some of the remaining lots.

Other parcels of land that have been acquired by the CDA have been through tax-forfeiture. The CDA in one case has rehabilitated the property and sold the single-family home. The other parcel is zoned for multifamily and commercial development. The CDA is continuing to explore the best options for the parcel.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$ 64,721,443.95
2. Match contributed during current Federal fiscal year	\$ 768,863.97
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$ 65,490,307.92
4. Match liability for current Federal fiscal year	\$ 503,196.17
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$ 64,987,111.75

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Anoka (2876) - Habitat 6023 Rivlyn Ramsey	4/25/2017	\$52,661.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,661.00
Anoka (2840) - Habitat 9246 Xylite Blaine	4/25/2017	\$52,661.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,661.00
Anoka (2840) - Habitat 9237 Xylite Blaine	4/25/2017	\$52,662.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,662.00
Dakota (2776) Keystone Crossing TH	11/2/2017	\$223,257.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$223,257.84
Dakota (2865) SCDCAP - Aldrich	4/16/2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dakota (2864) Legends of Apple Valley	12/22/2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,230.13	\$102,230.13
Ramsey (2911) Habitat Laport	6/30/2018	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,000.00
Ramsey (2886) Village at Frost and English Senior	6/30/2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ramsey (2894) Greco Loden Shoreview	6/30/2018	\$0.00	\$128,415.00	\$0.00	\$0.00	\$0.00	\$0.00	\$128,415.00
Washington (2874) CHDO_CAPRW	9/30/2017	\$31,977.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,977.00

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Woodbury - none	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total								\$768,863.97

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$230,708.26	\$487,927.27	\$27,778.86	\$0.00	\$460,148.41

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number	7	0	0	0	0	7
Dollar Amount	5,850,079	0	0	0	0	5,850,079
Sub-Contracts						
Number	33	0	0	0	0	33
Dollar Amount	851,571	0	0	0	0	851,571
	Total	Women Business Enterprises	Male			
Contracts						
Number	7	1	6			
Dollar Amount	5,850,079	72,125	5,777,954			
Sub-Contracts						
Number	33	5	28			
Dollar Amount	851,571	221,221	630,350			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired	2	750,000
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	8	36
Number of Non-Homeless households to be provided affordable housing units	117	245
Number of Special-Needs households to be provided affordable housing units	0	0
Total	125	281

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	8	54
Number of households supported through The Production of New Units	40	120
Number of households supported through Rehab of Existing Units	75	89
Number of households supported through Acquisition of Existing Units	2	18
Total	125	281

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The CDA's primary method for providing affordable housing to homeless families is through ESG Rapid re-housing. Thirty-six (36) households were supported through Rapid Re-housing in Program Year 2017.

Dakota County and the HOME Consortium surpassed all anticipated goals for Program Year 2017. In Program Year 2016 the actual production of new units fell short of the one-year goal. With the completion of two large rental projects in Program Year 2017, the Dakota County Consortium is poised to meet the five-year production goal.

Discuss how these outcomes will impact future annual action plans.

Future annual action plans will continue to anticipate the number of households served and/or housing units added based on the capacity of funding available for the program year. It is expected that prior year funds are expended on the eligible activities they are allocated for and those accomplishments will be reported when complete.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	7	21
Low-income	19	25
Moderate-income	50	6
Total	76	52

Table 13 – Number of Households Served

Narrative Information

Dakota County and the HOME Consortium supported households through Downpayment Assistance, Acquisition and Rehabilitation, New Construction of Rental Units, New Construction of Homebuyer Units, and Rehabilitation of Homeowner Units.

The Dakota County CDA rehabilitated 72 owner-occupied units, assisted in the acquisition and rehabilitation of eight rental units, constructed a 36-unit rental development (included four HOME units), and the new construction of one homebuyer unit. The remainder of affordable housing was created by Anoka County, Ramsey County and the Washington County CDA through the HOME program and municipal subrecipients through the CDBG program.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Dakota County continues to utilize CoC funding to reach out to shelter and unsheltered persons. The CoC studies risk factors of first time homelessness through a two part annual needs assessment. 1) A survey of community providers (food shelves, housing providers, schools, police, etc.) focused on barriers and type of resource needed for households to maintain stable housing. 2) Conducting focus groups with persons who access homeless prevention programs or shelter to collect their experiences and needs. The CoC utilizes 211 food shelves, homeless school liaisons, etc. to quickly identify households at risk of homelessness to connect them to CE and emergency services. A screening tool is utilized by CE Access Points to assess for prevention and diversion services. 3)The CoC maximizes homeless prevention/diversion funding by using State-funded Family Homeless Prevention and Assistance Program, ESG, TANF Block Grant and General Assistance to fund strategies most likely to prevent 1st time homelessness (short/medium term rental assistance, utility assistance, landlord/tenant mediation, etc.).

Addressing the emergency shelter and transitional housing needs of homeless persons

Dakota County addresses these needs primarily with CoC and ESG funding. The main use of ESG is Rapid Rehousing which can include first month's rent, damage deposits and ongoing rental subsidies. Dakota County's ESG program supported 36 households that included 40 adults and 33 children through these activities in FY2017.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Dakota County's protocols for the discharge of persons from publicly funded institutions and other systems of care are designed to prevent immediate homelessness. Below is a summary of the policies, procedures and proposed changes from SMAC's CoC application.

Health Care: Releasing medically fragile, homeless people is a growing problem. Medical respite beds are available in the metro area and the CoC is collaborating with metro providers to establish a program that houses homeless persons being released from hospitals. Healthcare for the Homeless monitors and provides medical services in shelters. The American Red Cross provides emergency social services during non-business hours to accommodate discharge. Hospital social workers make referrals to Social Services, then individuals are offered adult protection services. If eligible, clients are offered direct assistance in obtaining housing. If not eligible for Social Services or case coordination through Public Health Nursing, they are referred to Economic Assistance to determine eligibility for financial aid. If there is a safety concern, the county may place non-disabled adults in a motel in lieu of shelter for up to three days.

Foster Care: Protocol is in place so no one is discharged from foster care without stable housing. Minnesota legislation directs counties to develop discharge plans with all foster care youth at age 16. All

youth receive a notice regarding their rights. Foster care youth may stay in foster care until age 21 or choose to live independently and work with their case manager to identify and secure permanent housing, including accessing resources for a damage deposit and rental assistance. All youth transitioning from foster care develop a discharge plan with their county case manager; the plan includes needs, goals, resources and a support system. The CoC reviews the foster care discharge policy with county staff annually. Child protection staff responsible for discharge and case management participate in monthly CoC meetings.

Mental Health: Protocol is in place so no one is discharged from a mental health facility without stable housing. The state mandates all persons committed to any of the state's regional treatment facilities are assigned a mental health case manager through the county in which they live or last claimed residency. Discharge planning begins while the individual is committed and housing remains a part of the treatment plan after discharge to ensure housing is maintained. Persons leaving mental health facilities are typically discharged to adult foster care or other state resources to assist with housing stability.

Corrections: The State of Minnesota, Department of Corrections (DOC) staff complete an intake assessment when an inmate enters a facility and determines eligibility for county services and income support. If an inmate is homeless upon entering, their correctional officer coordinates with county personnel for housing search. State Prisons conduct training classes for inmates leaving the facility that deal with issues that inmates encounter upon release, including housing. DOC has worked with members of the SMAC to eliminate significant barriers to rehousing ex-offenders.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Dakota CDA and Dakota County Social Services are currently partnering with the faith community to develop additional resources for emergency shelter for single adults and youth in Dakota County. We have identified ESG funding as a vital revenue source for development and operation of emergency shelter. Dakota County has seen an increase in needs for emergency shelter for singles and youth and has a lack of capacity to meet these shelter needs. Heading Home Dakota and its workgroups actively coordinate with the Suburban Metro Continuum of Care to identify unmet local needs and create additional resources for shelter and transitional housing.

CR-30 - Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing**

The Dakota County CDA operates 243 units of scattered site public housing in addition to 80 units at Colleen Loney Manor. The scattered site public housing is a combination of two, three, and four-bedroom units. Colleen Loney Manor primarily consists of one-bedroom units. Each fiscal year a minimum of 40 percent of the households served are at or below 30 percent of the Area Median Income.

The CDA's public housing program is maintained and operated through the Capital Fund Program. The needs of each property are assessed every five years and improvements and modernizations are made based on those needs.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The CDA, as well as Consortium members, have developed a Citizen Participation Plan that encourages the participation of residents of public/assisted housing in the development of plans and reports. This is encouraged through a public comment period and scheduled public hearings. Additionally, the CDA sends mailings to each public housing and Housing Choice Voucher participant to solicit comments during the development of the annual PHA Plan. Lastly, a public housing resident has been added to the CDA's Board of Commissioners.

In order to help residents obtain homeownership, the CDA offers the Home Stretch Homebuyer Education course and one-on-one homeownership counseling. The course focuses on a variety of topics relating to homeownership and includes presentations by realtors, mortgage specialists and housing inspectors. Individual counseling with CDA homeownership specialists allows participants to assess their individual situation and develop a plan to achieve homeownership.

Actions taken to provide assistance to troubled PHAs

Neither the Dakota County CDA nor any HOME Consortium members are designated as a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Dakota County does not establish countywide policies for land use and development. When the CDA has plans for a new development, CDA staff work with city staff in order to meet the zoning and land use requirements of that city. Nevertheless, Dakota County CDA maintains its relationship and works closely with all units of government throughout the county to support all affordable housing. This includes support of new rental construction, tenant-based rent assistance, new owner construction (i.e. Habitat homes), special needs housing, and housing rehabilitation. Housing advocacy groups and the CDA will continue to work together to further affordable housing opportunities within all communities.

The CDA works closely with private developers to address barriers posed by limited access to private financing. The CDA can assist by providing gap financing and working together with city staff and private developers to provide development support. In 2001, the CDA and Dakota County created the Housing Opportunities Enhancement (HOPE) Program. The HOPE program provides deferred loans of up to \$500,000 for gap financing for the new construction, substantial rehabilitation, and/or preservation of affordable housing in the County.

To address concerns about Nimbyism, the CDA educates concerned residents about its affordable housing program and works with housing advocacy groups to further affordable housing opportunities within all communities. The CDA holds an open house event at all CDA developed properties for citizens to see what a CDA development looks like and how they are managed upon completion of a project. Annually, the CDA hosts a Senior Showcase in the Fall to highlight select senior housing developments throughout the County. Additionally, a Senior Spotlight is held in the Spring to focus on a specific senior development. Every attempt is made to address concerns of residents.

In the current economic climate, addressing underserved housing needs has become increasingly more difficult. To make housing affordable to very low income households, deep subsidies are needed. Appropriations for housing programs have seen reductions and are not at levels to solely support affordability gaps. The CDA will continue to wisely invest its federal funds in viable projects and combine federal sources with other resources so that it can continue to provide Dakota County residents with affordable housing options.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The CDA partners with other organizations to address the needs of those most underserved, and is an active member of the Affordable Housing Coalition (AHC), which is an independent, public/private collaboration that facilitates Countywide planning of homeless services and resources. The creation of affordable rental housing has been the method used most by the CDA to provide options for seniors and working families. For homeowners, the CDA assists underserved households when looking to purchase a home by providing credit counseling and first-time homebuyer education. Additionally, downpayment assistance is available. The homeowner rehabilitation program assists households in maintenance and upkeep of their homes with an affordable deferred loan.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The CDA will continue to assess homes built prior to 1978 through the Homeowner Rehabilitation Loan program and address any hazards as part of the program if lead-based paint has been identified in connection to the work to be performed.

All residents of properties managed by the CDA (public housing) and Housing Choice Voucher clients are notified and provided with the pamphlet "How to protect yourself from Lead". Of the Homeowner units rehabilitated by the CDA in FY2017, 47 were tested for lead-based paint, 24 of those required interim controls and \$23,400 was expended by the CDA to complete the testing.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Dakota County Community Services division is the main provider of services that address the needs of those in poverty. In partnership with the County, the CDA refers all those needing additional services beyond the housing assistance and affordable housing opportunities the CDA is able to offer to help those in poverty.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Dakota County designated the administration of the CDBG and HOME programs to the Dakota County Community Development Agency (CDA). The Dakota County CDA maintains a strong relationship with County departments, cities and other agencies (private and non-profit) throughout County.

The CDA was established in 1971 pursuant to special Minnesota legislation to serve the cities and residents of Dakota County. The CDA operates under a eight-member Board of Commissioners appointed by the Dakota County Board. The CDA is a separate local government unit from Dakota County, but coordinates with the County to effectively and efficiently deliver housing and community development programs and services for the residents of Dakota County.

As the administrator of the CDBG program for the County and the participating cities, the CDA meets individually with each CDBG municipal subrecipient to discuss the activities, timeliness requirements, and regulations. To help cities understand the CDBG program better, the CDA developed a CDBG manual that details program requirements and the process for allocating and awarding funds. CDA staff also offer an annual CDBG workshop in the Fall to review the latest funding application, and concentrate on providing information on one or two HUD regulations (i.e. Davis Bacon, procurement, etc.). In addition to the relationships within the County, Dakota County CDA is the lead administrator for the Dakota County Consortium and works with staff from Anoka, Ramsey and Washington counties and the City of Woodbury to implement the activities funded with HOME dollars. The Consortium has monthly conference calls and quarterly in person meetings to discuss any changes in program regulations, monitoring, and the activities being put into operation.

ESG is administered by the CDA but implemented by Dakota County Community Services division and People, Inc. The CDA reviews annually ESG files for compliance and draws down all funds on a quarterly reimbursement basis.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Dakota County CDA staff regularly attend the monthly Affordable Housing Coalition meetings, and the Housing and Services Committee meetings to coordinate funding decisions to specifically address homelessness among individuals, families and unaccompanied youth. Social service staff deeply

connected to the social needs of residents will continue to be partners in the supportive and rapid rehousing programs.

The written standards for ESG are replications of the Suburban Metro Area Continuum of Care (SMAC - includes Anoka, Carver, Dakota, Scott, and Washington Counties) adopted standards to further align with the CoC and all the other resources being used to combat homelessness. These written standards are updated on an on-going basis to ensure continued high performance when serving the homeless population.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Dakota County CDA proactively complies with the Fair Housing Act and other civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990 in order to ensure that all people have equal access to the housing of their choice. To support compliance with these fair housing related acts and laws the CDA participates in several Fair Housing activities.

The Fair Housing Implementation Council (FHIC) is a collaborative group representing the Twin Cities metropolitan area entitlement jurisdictions and other governmental agencies; Dakota County CDA represents Dakota County on the FHIC. The purpose of the FHIC is to facilitate and initiate implementation of activities having metro-wide significance identified in the regional Analyses of Impediments to fair housing choice (AI).

Going forward the 2017 AI Addendum, 2014 AI and the previously completed AI (2009 AI) will be used by Dakota County as the basis for determining the annual Action Plan funding activities.

In program year 2017, Dakota County jointly funded and participated in the following fair housing activities to attempt to address the impediments to fair housing choice facing the region and in Dakota County. The activities include:

- In collaboration with the FHIC, three fair housing projects were funded in order to incorporate and support the recommendations from the AI Addendum. The projects include:
 - Housing Justice Center researched and identified strategies to minimize and mitigate resident displacement from affordable housing. A final report, Local Strategies for Housing Choice and Stability, has been completed and is being distributed and discussed around the area.
 - American Indian Family Center through their community engagement process, that included a community survey and community talking circles, the American Indian Family Center asked respondents about fair housing rights, information about their community and their attitude toward their local government while including information about fair housing. Community Workshops were also conducted that included educating participants about the government decision making process as well as fair housing

education that included providing documentation to their communities to help them understand their rights to fair housing. Additionally, a staff person completed training and is a certified Fair Housing Specialist and will be able to sustain fair housing initiatives beyond the end of the FHIC grant.

- Southern Minnesota Regional Legal Services housing discrimination attorneys and staff partnered with seven local organizations serving immigrant communities and conducted nine fair housing trainings with 169 attendees. The trainings focused on renters' rights and responsibilities and fair housing law. The trainings were also highly visual. Additionally, even though the trainings were directed toward the clients of the agencies, the staff of the agencies also received the same information which allows the staff to better assist their clients.
- The Dakota County CDA's Housing/Rental Assistance department:
 - Hosted a Fair Housing Training with an attorney on December 7, 2017. The training was targeted to area landlords and property owners to discuss a variety of issues related to rental housing and the Housing Choice Voucher program, as well as fair housing and equal access to housing. An attorney specializing in fair housing law presented to ensure that the landlords and property owners received the most current, accurate information regarding fair housing.
 - Held monthly landlord/owner workshops about the HCV Program for rental property owners and landlords that provide tools, tips and information on requirements and policies. Fair housing information is also included.
- Through the homebuyer and homeownership resource connection at the CDA, homeownership counselors assisted potential homebuyers of color and helped prepare them for long-term homeownership success. The First Time Homebuyer (FTHB) program also offers competitive 30 year fixed first mortgage loans, with down payment and closing cost assistance. The CDA also advertises Homebuyer Education and Counseling services and the First Time Homebuyer program on its website. Homebuyer Education and Counseling services at the CDA continued to be promoted at Dakota County community events and fairs, city offices, libraries, churches, and social service agencies. Additionally, the CDA does weekly direct outreach to potential lender and realtor partners within Dakota County to make sure the CDA FTHB program is widely available and that industry partners are aware of Homebuyer Education and Counseling services. Annually, the CDA also mails information on Homebuyer Education and Counseling services and the FTHB program to all CDA residents within their Workforce Housing and Public Housing units. The CDA is tracking both program demographics to ensure they are reaching a diverse clientele that is reflective of Dakota County demographics overall. The CDA strives to reach deeper into minority and Hispanic households with these programs than the overall County demographics, but presently the CDA is looking to ensure the programs are at least as representative as the County as a whole. For its most recent program year, 62 percent of the clients served by CDA housing counselors were clients of color. Among all clients served, 51 percent were below the 50 percent AMI income threshold. The demographics of the CDA's First

Time Homebuyer Program have remained in line with overall Dakota County demographics, with 15 percent of borrowers representing minority households. The most common barriers preventing housing counseling clients from qualifying for a mortgage product are income restraints and credit issues, and the CDA is actively working with clients, in collaboration with industry partners, to provide budget and credit counseling support for clients that need to address these barriers to achieve mortgage-readiness.

- The CDA made available information pertaining to the fair housing complaint process to homebuyers during Homestretch classes and homebuyer counseling.
- Foreclosure literature was and will continue to be mailed to recipients of Pre-Foreclosure Notices and Notices of Pendency educating them about the foreclosure process and the services offered by the CDA. Foreclosure clients were referred to partner agencies through October 2017 while new CDA staff was being trained. After staff completed training the CDA resumed providing free Foreclosure Advising services to any Dakota County resident facing the possibility of foreclosure. The loan scam alert campaign *Look Before You Leap* continued to be promoted on the CDA website. Furthermore, CDA staff and partner agencies continued to discuss mortgage scams with foreclosure prevention clients by asking the following questions:
 - Did anyone offer to help modify your mortgage, either directly, through advertising, or by any other means such as a flyer?
 - Were you guaranteed a loan modification or asked to do any of the following: pay a fee, sign a contract, redirect mortgage payments, sign over the title to your property, or stop making loan payments?

The responses are recorded.

- Dakota County Social Services staff provides and distributes tenant and landlord marketing materials with a clear message about available assistance to resolve housing crises and prevent homelessness. The goal is to have this information provided at lease signing or other interactions between landlords and tenants to encourage them to refer tenants to resources instead of resorting to eviction. The tenant information is in English, Spanish and Somali.
- The CDA Housing Finance Policy includes the requirement for housing projects financed with private activity bonds, 501(c)(3) bonds, refunding bonds, Low Income Housing Tax Credits, Tax Increment Financing and HOPE funds (a local gap financing source) to participate in the Section 8 Program (aka HCV). The developer is required to sign an agreement that while the bonds/loan/agreement are outstanding, they will not exclude from consideration qualified families receiving assistance from the Section 8 program.
- Annually, the CDA contributes a portion of its special benefit levy to the HOPE Program Fund, subject to approval by the CDA and Dakota County Boards of Commissioners. The CDA's HOPE Program is designed to provide resources to create and preserve affordable housing throughout Dakota County for low- to moderate-income households. The HOPE Program provides gap financing to leverage public and private sector funds for the expansion and preservation of

affordable housing units in Dakota County. The HOPE Program is used to assist in the following activities:

- New Construction/Land Acquisition
 - Homeownership Opportunities—indirect or direct assistance
 - Housing Rehabilitation/Acquisition/Preservation
- CDA and County staff regularly attended and will continue to attend the Dakota Affordable Housing Coalition (AHC) monthly meetings. The AHC is a public/private collaboration that facilitates Countywide planning of homeless services and resources. Regular participants include:
 - 360 Communities
 - Twin Cities Habitat for Humanity
 - Guild Incorporated
 - People, Inc.
 - The Link (homeless youth program)
 - Dakota-Carver-Scott CAP Agency
 - Neighbors, Inc. (a non-profit, social-service agency providing emergency assistance and supportive assistance programs to low-income community members in the northern Dakota County communities)
 - MICAH (a coalition of religious groups working to end homelessness and expand affordable housing in the Twin Cities region)
 - MESH (Metro-Wide Engagement on Shelter and Housing)
 - SMRLS (Southern Minnesota Regional Legal Services)
 - Fair Housing Ads were published in the local newspapers during the month of April as part of April's Fair Housing Month, ads were targeted to minority populations by publishing in La Voz Latina, St. Paul Voice and the South St. Paul Voice.
 - The CDA website provides information about fair housing as well as contact information to local fair housing groups and a link to HUD's Housing Discrimination Complaint Form. There is also a link to HousingLink, which includes Fair Housing videos in several languages, as well as additional information on available subsidized housing, housing data and research and other housing resources. Additionally, the ECHO rental fair housing video (which is discussed in more detail below) "A Good, Safe Place to Live" is available on the website in five languages that include English, Spanish, Hmong, Somali and Karen.

Continue to market the ECHO rental fair housing video/program. To help new Minnesotans understand their rights and responsibilities as tenants, Twin Cities PBS (TPT) program "ECHO" produced a short video in five languages, covering the basics of tenant and landlord rights and obligations. The program "A Good, Safe Place to Live" is available in these languages: Hmong, Karen, Somali, Spanish and basic English. The program was developed in collaboration with more than thirty community and governmental partners, including housing and redevelopment

authorities and community development agencies from the seven-county metro area, as well as legal aid organizations, state housing authorities and others. The program premiered statewide on TPT's Minnesota Channel on April 11, 2016, and is also available on DVD, and online at tpt.org/echo. In addition, a curriculum for English Language Learning classrooms is in development, allowing adult learners to discover more about housing issues while mastering English. Furthermore, ECHO plans to pair its cultural outreach coordinators with educators around the state to help communities absorb this important information.

- Multi-language Fair Housing posters are prominently displayed in the front lobby of the CDA office as well as smaller posters in staff cubicles where staff and program participants meet.

CR-40 - Monitoring 91.220 and 91.230**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The CDA conducts on-going desk monitoring of its activities, the Consortium activities and the municipal subrecipients. This monitoring includes review of reimbursement requests and quarterly reports. The Dakota County CDA also conducts a risk assessment each year to determine which municipal subrecipients to select for onsite monitoring. The risk assessment uses criteria similar to HUD risk assessment criteria.

The CDA provides each of the municipal subrecipient quarterly reports which detail CDBG funding remaining for the designated activities as well as addresses the individual 1.5 timeliness ratio the CDA requests each subrecipient to achieve. The CDA continues to perform desk-monitoring of the municipal recipients through the reimbursement requests and quarterly reports. The results of the monitoring show all cities comply with program requirements.

HOME monitoring was contracted out to Affordable Housing Connections (AHC) and they conducted their monitoring throughout the last year. They request reports from the owners/managers of the HOME units in each of the members' jurisdictions. They also do on-sight monitoring of selected project files and complete the inspection of units required in each year.

Citizen Participation Plan 91.105(d); 91.115(d)

Please see "Citizen Participation Plan" on the Dakota County CDA website: www.dakotacda.org

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The CAPER must be available for citizens to comment on before its submission to HUD. The draft CAPER report was made available for review by the public at the CDA building, and it was published on the CDA and Dakota County websites.

A minimum 15-day notice to receive public comments for the CAPER was published on August 23, 2018, in the Star Tribune, and the notice was placed on the Dakota County CDA's website and on Dakota County's website. A public hearing notice was published on September 4, 2018, and the notice was placed on both the CDA's and the County's websites. The Dakota County Board of Commissioners held a public hearing on September 14, 2018. No comments were received during the public comment period or at the public hearing.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

All changes made to the CDA's CDBG program were activity-level changes that did not modify the overall objectives of the agency. The program continues to focus on the creation and maintenance of affordable housing, public services, public facilities improvements, economic development, and neighborhood stabilization.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

This Jurisdiction does not have any open Brownfields Economic Development Initiative grants.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A – Dakota County is not a BEDI grantee.

CR-50 - HOME 91.520(d)**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Affordable Housing Connections conducted physical inspections of 17 HOME-assisted developments owned/managed by the Dakota County CDA, six HOME-assisted properties owned by nonprofits, and three HOME-assisted properties owned by private developers. A total of 32 annual reports were reviewed and 100 units were inspected and corresponding tenant files reviewed.

The following charts detail inspections, audits, file reviews and findings for HOME-assisted developments in Dakota County.

CDA OWNED PROPERTIES

DEVELOPMENT	INSP DATE	RESULTS OF PHYSICAL INSPECTION	RESULTS OF DESK AUDIT AND TENANT FILES REVIEW
Heart of the City	07/16/18	No Findings	No file review findings; No report findings
Carbury Hills	07/19/18	No Findings	No file review findings; No report findings
Cedar Valley	07/17/18	No Findings	No file review findings; No report findings
Cobblestone Square	07/16/18	No Findings	No file review findings; No report findings
Country Lane	07/17/18	No Findings	No file review findings; No report findings
Dakota Heights	07/16/18	No Findings	No file review findings; No report findings
Hillside Gables	-	Not due for physical inspection in Calendar 2018	Not due for files review in Calendar 2018; No report findings
Inver Hills/Riverview Ridge	07/16/18	No Findings	No file review findings; No report findings
Keystone Crossing	07/17/18	No Findings	No file review findings; No report findings
Lafayette	07/16/18	No Findings	No file review findings; No report findings
Lakeshore THs	07/18/18	No Findings	No file review findings; No report findings

CDA OWNED PROPERTIES, CONT'D

DEVELOPMENT	INSP DATE	RESULTS OF PHYSICAL INSPECTION	RESULTS OF DESK AUDIT AND TENANT FILES REVIEW
Lakeside Pointe	07/18/18	No Findings	No file review findings; No report findings
Marketplace	07/18/18	No Findings	No file review findings; No report findings
Meadowlark	07/17/18	No Findings	No file review findings; No report findings
Northwood	07/18/18	No Findings	No file review findings; No report findings
O'Leary Manor	07/18/18	No Findings	No file review findings; No report findings
Pleasant Ridge	-	POA End 10/1/17; Desk Audit Only	No files review in Calendar 2018; No report findings
Prairie Crossing	07/17/18	1 unit finding; Completed work order received 7/20/18	No file review findings; No report findings
Quarry View	07/16/18	1 unit finding; Completed work order received 7/24/18	No file review findings; No report findings
Valley Ridge Senior	03/27/18	No Findings	No file review findings; No report findings
Twin Ponds TH	-	Not due for physical inspection in Calendar 2018	Not due for files review in Calendar 2018; No report findings
West Village THs	-	Not due for physical inspection in Calendar 2018	Not due for files review in Calendar 2018; No report findings

PRIVATE DEVELOPERS

DEVELOPMENT	INSP DATE	RESULTS OF PHYSICAL INSPECTION	RESULTS OF DESK AUDIT AND TENANT FILES REVIEW
Cedar Villas	04/03/18	No Findings	No file review findings; No report findings
Grande Market Place	08/08/18	1 building and 1 unit finding; Corrections due 9/7/18	No file review findings; No report findings
Hidden Ponds	05/23/18	No Findings	No file review findings; No report findings
Rosemont Greens	-	POA End 11/1/17; Desk Audit Only	No file review findings; No report findings

NONPROFIT OWNERS

DEVELOPMENT	INSP DATE	RESULTS OF PHYSICAL INSPECTION	RESULTS OF DESK AUDIT AND TENANT FILES REVIEW
Apple Grove Court	-	Not due for physical inspection in Calendar 2018	Not due for files review in Calendar 2018; No report findings
SCDCAP 215 SoSt	05/21/18	4 unit and 1 building findings; completed work orders received 6/20/18	No file review findings; No report findings
SCDCAP Aldrich	05/21/18	3 building findings; completed work orders received 6/20/18	POA started 4/24/18 - PY2017 annual report N/A; Documentation of corrections for file review findings received 6/20/18
SCDCAP Glenda	05/21/18	1 unit finding; completed work orders received 6/20/2018	Documentation of corrections for file review findings and Corrected PY2017 HOME report received on 6/20/18
SCDCAP Grenada	05/21/18	4 unit findings; completed work orders received 6/20/18	No file review findings; No report findings
SCDCAP Iberia	05/21/18	8 unit findings; all completed work orders received as of 8/6/18	No file review findings; No report findings

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The CDA establishes an Affirmative Fair Housing Marketing Plan for each of its HOME development projects. An assessment of groups that may be less likely to apply based on location and other factors is completed and a marketing plan is developed. The CDA will determine a marketing strategy that will reach the under-represented groups and also connect with community members associated with those groups.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

Program Income is not designated for any particular project or activity. Per HUD Regulations, activities are funded with Program Income as required. Owner and tenant characteristics are similar to those of activities funded with Entitlement Funds or a combination of Entitlement Funds and Program Income.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Dakota County CDA's mission is to provide decent, safe and affordable housing to low income residents of Dakota County. To achieve this, the CDA works with the cities to develop new affordable housing options for seniors and the low to moderate income workforce. The CDA assists first time home buyers with educational outreach and offers competitive first mortgages as well as down payment assistance. CDA also strives to improve and preserve the existing housing stock by providing zero interest deferred rehab loans to low income homeowners and grant funded weatherization services to achieve more efficiency.

In addition to CDBG and HOME funding, the CDA also administers the Public Housing and Housing Choice Voucher Programs. The CDA owns and manages 324 scattered site public housing units located throughout Dakota County. The CDA currently administers over 2,600 Housing Choice Vouchers and 80 special vouchers using state and levy dollars. Both the public housing units and housing assistance provide very low income residents with affordable housing options.

CR-60 - ESG 91.520(g) (ESG Recipients only)

**ESG Supplement to the CAPER in *e-snaps*
For Paperwork Reduction Act**

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	DAKOTA COUNTY
Organizational DUNS Number	963108121
EIN/TIN Number	411253302
Identify the Field Office	MINNEAPOLIS
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix	Mrs
First Name	Margaret
Middle Name	M
Last Name	Dykes
Suffix	0
Title	Assistant Director of CED

ESG Contact Address

Street Address 1	1228 Town Centre Dr
Street Address 2	0
City	Eagan
State	MN
ZIP Code	55123-
Phone Number	6516754464
Extension	0
Fax Number	0
Email Address	mdykes@dakotacda.state.mn.us

ESG Secondary Contact

Prefix	Mrs
First Name	Lisa
Last Name	Alfson
Suffix	0
Title	Director of Community and Economic Development
Phone Number	6516754467
Extension	0
Email Address	lalfson@dakotacda.state.mn.us

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2017
Program Year End Date	06/30/2018

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name

City

State

Zip Code

DUNS Number

Is subrecipient a victim services provider

Subrecipient Organization Type

ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	0

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	40
Children	33
Don't Know/Refused/Other	
Missing Information	
Total	73

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	203
Children	
Don't Know/Refused/Other	
Missing Information	
Total	203

Table 18 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	0

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	243
Children	33
Don't Know/Refused/Other	
Missing Information	
Total	276

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	163
Female	113
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	276

Table 21 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	33
18-24	34
25 and over	209
Don't Know/Refused/Other	
Missing Information	
Total	276

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans			3	16
Victims of Domestic Violence			15	66
Elderly			2	7
HIV/AIDS			0	0
Chronically Homeless			11	56
Persons with Disabilities:				
Severely Mentally Ill			14	85
Chronic Substance Abuse			10	24
Other Disability			12	64
Total (unduplicated if possible)			67	318

Table 23 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nights available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

As an ESG recipient, the Dakota County CDA is closely connected to the regional CoC and the local planning group that elects representatives to the regional CoC. The ESG Written Standards were developed, vetted and voted on by the local planning group several years ago. Following this, the CoC developed its own Rapid Re-Housing Written Standards, drawing heavily on the ESG Written Standards. There is a continual dialogue with the CoC to ensure that the two RRH programs are delivered in a consistent manner, as well as continued dialogue and updates to the Written Standards to ensure that the latest best practice is reflected in the guidance. The CoC regularly discusses and evaluates the role of ESG-funding within its homeless response system utilizing Coordinated Entry and HMIS data.

ESG Rapid Re-Housing performance standards were developed to coincide with CoC performance standards. This year’s results for RRH are as follows:

Housing Stability – 89%

Increase Total Income – 50%

Increase Earned Income – 25%

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	\$44,868	63,486	124,828
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	\$11,735	21,957	17,928
Expenditures for Housing Relocation & Stabilization Services - Services	\$1,254	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	57,857	85,443	142,756

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services	0	0	0
Operations	0	0	30,526
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	0	0	30,526

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach	0	0	0
HMIS	0	6,760	12,951
Administration	5,750	7,197	9,605

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2015	2016	2017
	63,607	99,400	195,838

Table 29 - Total ESG Funds Expended**11f. Match Source**

	2015	2016	2017
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	63,607	99,400	195,838
State Government	0	0	0
Local Government	0	0	0
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	63,607	99,397	195,838

Table 30 - Other Funds Expended on Eligible ESG Activities**11g. Total**

Total Amount of Funds Expended on ESG Activities	2015	2016	2017
	127,214	198,800	391,676

Table 31 - Total Amount of Funds Expended on ESG Activities